



# 2012 ARC Taste of Galena

## REGISTRATION KIT

### Our Favorite Things

EAT FOR A CAUSE. SAMPLE THE BEST OF THE BEST. ALL UNDER ONE ROOF.

Friday, February 3 • 7-10pm  
HOSTED BY: Eagle Ridge Resort & Spa

#### IMPORTANT DEADLINES:

Registration deadline—January 6  
*To be included in advertising/posters*

Menu deadline—January 20



### ARC Taste Event Guidelines

#### Set Up

2:30-6:30 pm

There will be volunteers to assist with unloading in the dock area (4:30-6:30 pm). Two eight-foot clothed and skirted tables will be provided—one table for serving at the front of your booth and one table for preparation at the back of your booth. Feel free to bring menus or suitable branding/signage. We will provide a table tent with your name and ARC Taste menu for the evening (*if applicable*).

#### Room Layout

The Eagle Ballroom will be set up with signage identifying each vendor's location. Cash bars will be available. Eagle Ridge will provide cocktail servers. Please indicate if you need electricity at your booth.

#### Booth Placement

First to register, first to choose, subject to space and equipment requirements. Request may be made upon confirmed participation.

#### Attendance

Plan for 400 attendees.

#### Supplies Provided

Plates, forks, spoons, and napkins will be provided and stocked at each table. Eagle Ridge staff will help restock your supplies and remove garbage as needed throughout the evening.

#### Kitchen Usage

A limited amount of heating equipment and other banquet supplies are available through Eagle Ridge. We strongly suggest items be chosen that require minimal use of kitchen facilities. As in the past, the Eagle Ridge culinary staff will be available to assist as much as possible.

#### Entrance Tickets

\$30 per person. Each vendor will receive two complimentary tickets. Owners and/or employees working at the event are welcome at no cost.

#### Silent Auction

Donated items will be auctioned.

#### Live Jazz

The Rob Martin Jazz Quartet will set the stage adding flavor to the evening.